

FINCA is an American Financial Institution operating in Eurasia, the Middle East, Africa and Latin America, serving over 2.6 million clients, announces:

## **VACANCY**

### **SENIOR FINANCIAL REPORTING SPECIALIST**

**Head Office – Pristina**

#### **RESPONSIBILITIES:**

- Responsible for financial reporting to ensure compliance with Central Bank of Kosovo and IFRS rules.
- Plan and coordinate monthly reporting process for FINCA Kosovo Lenders
- Prepare and analyze monthly financial statements for internal review (institutional and branch level)
- Prepare and coordinate, daily and monthly reports for Credit Register of Kosovo
- Analyze balance sheet accounts, expenses, and profitability by reviewing and comparing actuals vs budget
- Participate actively in the monthly close process, including control of journal entries and account reconciliations
- Maintain effective and efficient internal controls over financial reporting
- Support the financial close process, including financial reporting activities and variance analysis
- Prepare monthly reports for internal purposes
- Conduct cost/benefit analysis for different projects
- Participate actively in the budgeting process, including consolidation of departments budgets
- Preparation of analytical reports, along with follow up, for management review.
- Prepare accurate and timely statutory returns/filings.
- Work Closely with IT department to design and automate the reporting process.
- Other tasks required by Management

#### **SKILLS AND QUALIFICATIONS:**

- Bachelor's Degree in Finance or the equivalent is required;
- Preferably applicants holding Professional Accountancy qualification (ACCA, SCCAK, IKAF, etc) or near completion have advantage;
- Minimum of two years' experience in financial institution's;
- Advanced knowledge of Generally Accepted Accounting Principles is required.
- Computer literacy and proficiency in MS Office, especially in Excel and PowerPoint
- Excellent analytical and data manipulation skills are required.
- Excellent oral and written communications skills are also required.
- Excellent time management and organizational ability.
- Ability to multitask and meet constant deadlines.

Please send your CV and a motivation letter to the e-mail address: [recruitment.hr@fincakosovo.org](mailto:recruitment.hr@fincakosovo.org) or apply online through website [www.fincakosovo.org](http://www.fincakosovo.org). The title should state the position of the job and the place. Applications submitted in other forms are not considered. Female candidates are encouraged to apply..

**Only selected candidates will be contacted. The application deadline is until 14/10/2021.**

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